

Advance

Spring 2010

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GEORGIA SOUTHERN CONTINUING EDUCATION CENTER

Advance.

SPRING CATALOG 2010

<http://ceps.georgiasouthern.edu/conted>



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Welcome...

Located on the campus of Georgia Southern University, the state-of-the-art Nessmith-Lane facility offers all of the services of a first-rate conference center. Featuring multiple meeting rooms to accommodate nearly any size of conference, meeting or event, the facility is equipped with wireless Internet access and “smart classroom” technology.

As a unit of the Division of Continuing Education and Public Service, Nessmith-Lane Continuing Education Building is the campus’ premiere site for community and regional rental events.

Our building’s amenities include:

- Wireless computer access
- Southern Ballroom to accommodate up to 400 people (buffet)
- Up to 15 meeting rooms of varying sizes
- 376-seat auditorium
- Catering services
- Exhibit hall
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Whether you are planning a regular monthly meeting, executive retreat, workforce training, a major regional conference, party, reunion or wedding reception, Nessmith-Lane’s friendly and knowledgeable staff is focused on handling all the details. Our professional staff will ensure an outstanding experience. Visit www.georgiasouthern.edu/nessmith-lane

GEORGIA SOUTHERN UNIVERSITY’S CONTINUING EDUCATION CENTER WANTS TO HELP YOU ACHIEVE SUCCESS IN LIFE.

Whether you are looking for leadership training or ballroom dancing, online real estate courses or the travel opportunity you’ve been seeking, please come to us for your personal and professional development.

Visit <http://ceps.georgiasouthern.edu/conted> for updates and new courses.

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Contact us.

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If you would like to place an ad in a future issue of this publication, please call 912.478.1222 for more information.

For more information on how to book your event at the Nessmith-Lane Continuing Education Center, please contact Margaret Lee-Jones at 912.478.1753 or leejones@georgiasouthern.edu.

General Interest.

CONTINUING EDUCATION CENTER



Georgia Southern Museum

The Georgia Southern University Museum is home to ancient marine animals, coastal plain history, educational programs & much more.

This spring don't miss the following exhibits:

MAD SCIENTIST LABORATORY:
Earth Science (through 7/4/10)

GLYPHS & SCRIPTS: Writing Systems
of the World (12/18/09 – 4/18/10)

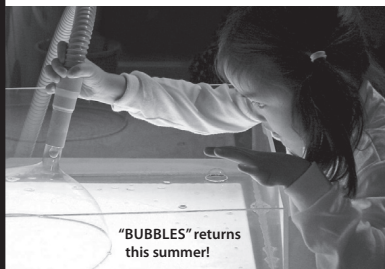
**Plan ahead for Summer Fun
at the Museum:**

BUBBLES (7/19/10 – 9/12/10)

GAMES (5/3/10 – 8/22/10)



GLYPHS & SCRIPTS



"BUBBLES" returns
this summer!

HOURS & INFORMATION

Monday – Friday:
9 A.M. to 5 P.M.

Weekends:
2 P.M. to 5 P.M.

912-478-5444 phone

www.georgiasouthern.edu/museum



*The Center for Wildlife Education
and The Lamar Q Ball, Jr. Raptor Center
at Georgia Southern University*

The Wildlife Center's expansion is complete!

Visit the brand new, beautiful 12 acre Wetland Preserve,
Amphibian exhibit and children's playground.

Of course also enjoy the flight show, reptile programs and
the many birds and critters on display.

HOURS & INFORMATION

Monday – Friday: 9 A.M. to 5 P.M.
Daily Program Offering 3:30 P.M.

Saturday: 1 P.M. to 5 P.M.
Reptile Program 2:00 P.M.
Bird Program 3:00 P.M.

Admission:

Adults: \$2

Children/Military/Senior: \$1
GSU Faculty, Staff, Students and
Children under 3: FREE

912-478-0831 phone

www.georgiasouthern.edu/wildlife



Our Thanks to You!

On behalf of the staff of the Continuing Education Center of Georgia Southern University, we thank the individuals, groups, families, businesses and corporations from our community that step forward each year to be a part of the magic that is the Festival of Trees. We are grateful for their continued commitment to ensuring the success of this event, because without their support this event cannot happen.



LIVE & ON STAGE!

The Performing Arts Center offers a full
season of fabulous shows.

Make sure you don't miss the

**GOLDEN DRAGON
ACROBATS!**

Friday • January 22, 2010

**AIR FORCE RESERVE
CONCERT BAND**

*Thursday • January 28, 2010
FREE Show!*

HOT 8 BRASS BAND

Saturday • February 13, 2010

FRANC D'AMBROSIO

Friday • March 26, 2010

4 CELTIC VOICES

Friday • April 16, 2010

www.georgiasouthern.edu/pac



Performing Arts Center

GEORGIA SOUTHERN UNIVERSITY

Box office open Tuesday - Friday, 10 A.M. to 4 P.M.



For tickets call **912-478-7999**

TRAVEL WITH THE FLYING EAGLES

Transportation: Modern motor coach transportation will be provided for all tours conducted by Kelly Tours. The motor coach will be operated by an experienced driver and equipped with DVD player and restroom.



— TRAINS TO PLAINS —

10CACCE3091A

All Aboard! This popular day trip to west Georgia takes a ride on the SAM Shortline. After motor-coaching to Cordele, the group will board the

1949 vintage train car to enjoy a mix of romantic yesteryear with the excitement of today's South. Stops along the way and a tour of Plains, home to the 39th president, are included, as is lunch on the train. In the afternoon, we visit historic Andersonville, where a local historian will meet the group for a guided tour of the Civil War prison site. The day ends with dinner at Yoder's Mennonite Restaurant. Join with friends and family for this grand day trip with The Flying Eagles, Georgia Southern University, Kelly Tours and the Peanut Express!

Package Price Includes: Round trip motor coach transportation, 1 lunch and 1 dinner, programs and activities on agenda, Kelly Tours escort, all taxes, snacks and drinks along the way, and travel arrangements.

Payment: Please make all payments payable to Kelly Tours, Inc. Checks, cash, money orders or credit card payments are accepted. Please include your driver's license number and **TRIP NUMBER 5425** on your check.

Date: 3/05/2010

Time: 6:00 AM to 9:30 PM

Cost: \$129 per person



— MADISON SPRING TOUR OF HOMES & THE BLUE WILLOW —

10DACCE3094A

The "Madison in May" Tour of Homes takes place in one of the largest and oldest National Register Historic Districts in Georgia. This picturesque and historic community is noted for its well-preserved collection of 19th century structures. Each private home is unique and open for official tours only.

And the day just gets better as we enjoy lunch at the Blue Willow in Social Circle, GA. When you enter the formal hall of the magnificent Greek Revival mansion, you feel you are dining in the ante-bellum South. Seconds and even thirds are encouraged in the bountiful array of Southern dishes. "To die for Southern Fried Chicken" and nationally acclaimed fried green tomatoes are a must.

Package Price Includes: Round trip transportation, lunch at the Blue Willow, Madison Tour of Homes ticket, snack and drink along the way, all taxes and fees, Kelly Tours escort, and travel arrangements.

Payment: Please make all payments payable to Kelly Tours, Inc. Checks, cash, money orders or credit card payments are accepted. Please include your driver's license number and **TRIP NUMBER 5426** on your check.

Date: 5/08/2010

Time: 7:00 AM to 8:00 PM

Cost: \$129 per person

Call 912.478.5551 to register for any program



— CANADIAN ROCKIES BY TRAIN —

10DACCE4001A

9 days, 13 meals: 7 Breakfasts, 1 Lunch, 5 Dinners

Flight Leaves from the Savannah/Hilton Head International Airport.

Highlights: British Columbia, Vancouver, VIA Rail, Jasper, Columbia, Icefields, Lake Louise, Banff, Calgary

- Enjoy an overnight journey aboard the "The Canadian" by VIA Rail viewing coastal forests, roaring river canyons and the snow capped peaks of the Canadian Rockies.
- See the glistening glaciers of the Albretha Icefields and Mount Robson – the highest peak in the Canadian Rockies.
- Stand on the amazing 1,000-foot thick Athabasca Glacier during an exciting excursion at the Columbia Icefields.
- Spend a night at the magnificent Fairmont Banff Springs Hotel, properly nicknamed the "Castle in the Mountains."

Dates: 5/24/2010 to 6/1/2010

Cost: \$4299 single, \$3399 double, \$3369 triple per person all inclusive

SOUTH DAKOTA – THE BLACK HILLS AND BADLANDS

10AACCE4002A

Highlights: 1880 Steam Train, Mt. Rushmore, Deadwood, Crazy Horse Memorial, Custer State Park, Wall Drug Store, Badlands National Park

Unpack your bags at The Radisson Hotel in Rapid City and begin this 7 day adventure to The Black Hills and Badlands of South Dakota.

- Take an exciting Buffalo Safari Jeep ride into the back country.
- See Crazy Horse Memorial, the world's largest sculpture still in progress.
- Discover the vibrant colors and rock formations in Badlands National Park.
- Explore the legends in the city of Deadwood, home to Wild Bill Hickok and Calamity Jane.

Dates: 8/19/2010 to 8/25/2010

Cost: \$2449 single, \$1999 double, \$1969 triple per person all inclusive

To register or for more information on complete details for all our Flying Eagles Travel Programs, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Rhonda Flathman at 912.478.5556 or rflathman@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/travel.html>



WOMEN'S FORUM

BREAST CANCER: PREVENTION, EARLY DETECTION, AND NUTRITION

Co-sponsored by Magnolia Coastlands Area Health Education Center (AHEC)

10CACCE2441A

Dr. Paula DeNitto and Dr. Ray Rudolph will share the latest information about this disease that affects so many women. Join us for lunch, check out the exhibitors, and meet the doctors. This is an opportunity to socialize, network, and address issues that face women. The Forum will help women examine their own careers and learn from other women about ways to balance jobs and personal lives.

Date: Tuesday, 1/26/2010

Time: 11:30 AM to 1:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$25 per person

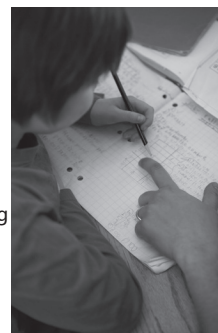
Keynote Speakers: Dr. Ray Rudolph and Dr. Paula DeNitto are board certified for general surgery and fellows of the American College of Surgeons. Dr. Rudolph is co-director of the Center for Breast Care, Memorial Health University Medical Center, Savannah, GA, where Dr. DeNitto is also on staff.

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/womensforum.html>

OVERVIEW OF ALGEBRA I

10DACCE2988A • ALGEBRA I

Give your children the head start they need to be successful. The class will provide an overview of the math course they will be taking during the next school year. Children will gain the knowledge and skills they need for their upcoming math courses. Instructor Margaret Stewart has over 30 years of teaching and tutoring experience. Having taught middle school, high school and university students, she has the skills necessary to help your child.



Dates: Tuesdays and Thursdays, 6/15/2010 to 7/15/2010

Times: 2:00 PM to 3:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$300

Instructor: Margaret Stewart

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/mathsuccess.html>

DANCE CLASSES

Time: 7:30 PM to 9:00 PM

Location: College Plaza Activity Room, Statesboro, GA

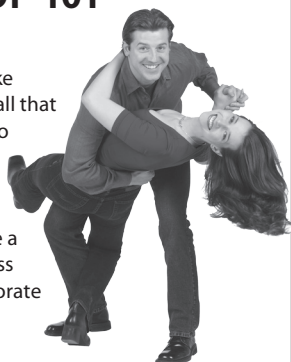
Cost: \$75 per person or \$125 per couple

Instructor: Blake Weinberger, Professional Dance Instructor

LINDY - HOP 101

10CACCE3090A

Certified and experienced instructor Blake Weinberger will teach you how to enjoy all that Lindy-Hop has to offer. No partner and no previous experience required. Spend six exciting Monday evenings learning the basic moves and rhythms of the original Swing Dance, Lindy-Hop. Whether you're a beginner or an advanced dancer, this class will teach you new skills. Learn to incorporate it with any basic Swing dancing you may already know.



Lindy-Hop can be danced to an eclectic array of music, at any tempo from a slow relaxed pace on up to a highly energetic speed dance. Each 90-minute class will get you out on the dance floor; you'll meet new people and, of course, have FUN!

Dates: Mondays, 2/01/2010 through 3/08/2010

BEGINNING SALSA WITH BLAKE

10CACCE3034A

Spend six Monday evenings learning the basic moves and rhythm of Ballroom Salsa dancing with certified and experienced instructor, Blake Weinberger. Designed with beginner and intermediate dancers in mind, this class provides the perfect opportunity to learn and enjoy social dancing in a face-to-face, friendly and fun way! No partner and no previous experience required.

Salsa dancing is typically considered a fast paced, almost "club" dance. However, the moves you learn here can be danced at any speed and to a variety of musical genres. At any skill level, dancing improves balance, coordination, posture, flexibility, and even burns calories!

Dates: Mondays, 3/22/2010 through 4/26/2010

Please arrive 15 minutes early for the first class to allow time to sign a required Waiver of Liability.

Time: 7:00 PM to 8:30 PM

Location: College Plaza Activity Room, Statesboro, GA

Cost: \$75 per person or \$125 per couple

Instructors: Jimmy & Gail McNeely, Professional Dance Teachers

BALLROOM DANCE SWINGS

10CACCE3095A

Come join your friends for a six-week dance class learning the fundamentals of Swing. Get into the Swing of things with Jimmy and Gail as they introduce you to the basics of Lindy Hop, East and West Coast Swing, Shag and Jive. Beginner through intermediate steps.

Dates: Thursdays, 1/21/2010 through 2/25/2010

BALLROOM DANCE: ARE YOU READY TO RUMBA?

10CACCE3096A

This six-week dance class will introduce you to the fundamentals of Rumba. Rumba is the spirit and soul of Latin American music and dance. The fascinating rhythms and bodily expressions make Rumba one of the most popular ballroom dances. Impress yourself and your friends by learning this spirited dance.

Dates: Thursdays, 3/11/2010 through 4/15/2010

BALLROOM DANCE: SAMBA TIME

10CACCE3097A

This six-week dance class will pay tribute to the national dance of Brazil, the Samba. This fun and energetic dance is wonderful for developing rhythm and coordination. Capture the true spirit of Carnival while learning the basic steps of Samba and the vibrant, fast-paced, and sensual movements of Brazilian dance.

Dates: Thursdays, 4/29/2010 through 6/03/2010

For more information, please contact Janice Reynolds at 912.478.1755 or janreyn@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/dance.html>

NEEDLEPOINT FROM START TO FINISH

10CACCE3072A



Who says the art of needlepoint is difficult. It isn't - when you know the key rules of needlepoint stitching success. This class will teach basic stitches as well as specialty stitches for needlepoint. Stitchers will work on a monogram sampler that can be used as a future reference when stitching or can be framed or made into a pillow. When sessions are completed, you should be able to tackle almost any needlepoint.

Date: Six Mondays, 1/25/2010 to 3/1/2010

Time: 7:00 PM to 9:00 PM

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$115 per person (cost includes canvas, yarn and needle)

Instructor: Alice Twiggs Vantrease

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Rhonda Flathman at 912.478.5556 or rflathman@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/needlepoint.html>

DOG OBEDIENCE TRAINING

These five-week classes, running Wednesday or Thursday, are small, fun for you and your puppy, and very effective. Orientation is the first night of class at 6:30 PM. Attendance is required. You will receive handouts and reading materials.

Time: 6:30 PM to 7:30 PM

Location: Dogs Live Happy, 1679 Akins Anderson Road South (on 301 South - next to Fed Ex), Statesboro, GA

Cost: \$125 per person (Puppy Kindergarten), \$145 per person (Basic Dog Obedience)

Orientation Dates: First night of classes at 6:30 PM. Dogs Do Not Attend.

Instructor: Sissy Haskel



PUPPY KINDERGARTEN

10CACCE2480A • STARTS JANUARY 27

10CACCE2480B • STARTS MARCH 24

10DACCE2480A • STARTS MAY 26

10AACCE2480A • STARTS SEPTEMBER 1

Puppy Kindergarten is an introductory class for puppies between 12 and 24 weeks (3-6 months). Emphasis is placed on puppy behaviors like inappropriate mouthing and biting, as well as house-training advice. Runs five Wednesdays.

BASIC DOG OBEDIENCE TRAINING

10CACCE2481A • STARTS JANUARY 28

10CACCE2481B • STARTS MARCH 25

10DACCE2481A • STARTS MAY 27

10AACCE2481A • STARTS SEPTEMBER 2

For dogs older than 7 months. You will learn to teach your dog to pay attention when asked, come when called, walk on a loose leash and lie down and stay. Management skills, socialization and problem solving will also be stressed. Runs five Thursdays.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/dogobedience.html>



MISSOULA CHILDREN'S THEATRE DRAMA CAMP

10DACCE1117A

The nation's largest touring children's theatre, MCT has toured from Montana to Japan for more than 30 years. A tour team arrives in a given town with a set, lights, costumes, props and make-up — everything it takes to put on a play...except the cast.

The team holds an open audition and casts 50 to 60 local students to perform in the production, an original adaptation of a classic children's story or fairy tale.

Roles are suited for all skills and experience levels. Students entering first through twelfth grades are all welcome.

Dates: Monday to Saturday, 6/7/2010 to 6/12/2010

Times: 8:30 AM to 4:00 PM (Daily), 10:00 AM to 3:00 PM (Saturday)

Location: Georgia Southern University, Performing Arts Center

Cost: \$230 per person

To register or for more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/camps.html>

CREATIVE COOKING SCHOOL

Time: 10:00 AM to 12:00 Noon

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$45 per person

Instructor: Chef Brian Hancock, Certified Chef D' Cuisine. A self-taught chef from Washington DC, Mr. Hancock moved to Statesboro 14 years ago. He has been working in kitchens since he was 14.



SAUCE WORKSHOP

10CACCE3092A

Who needs exotic foams, gels and fancy reductions? You need sauces you can serve tonight and any night! Stay practical and still be up to date with the recipes we'll share with you today as our chef touches on the five basic ingredients which all sauces are based on. You will leave this class with the knowledge to make any sauce that is sure to impress.

Date: Saturday, 2/20/2010

BUDGET GOURMET

10CACCE3093A

Believe it or not, gourmet does not have to mean "expensive". Join us as Chef Brian Hancock shows you how using a few consumer-savvy tips can cut down on your grocery bill and let you create some tasty dinners on a shoestring budget. All you need is a little creativity! Soup, Salad, and Entree with sides will all be prepared using ingredients bought locally in Statesboro.

Date: Saturday, 3/27/2010

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Rhonda Flathman at 912.478.5556 or rflathman@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/cooking.html>

PRACTICAL HORTICULTURE FOR HOMEOWNERS SERIES



10ACCE3088A

Taught by Henry Clay, this short course is designed specifically for homeowners and interested gardeners. Take the whole course or your choice of sessions. Instructor Henry Clay wrote regular horticulture columns for the *Savannah Morning News* and routinely presented T.V. programs that were shown on Savannah and Augusta stations and the *Education Television Network*. He is a retired Associate Professor Emeritus from the University

of Georgia. Currently, Mr. Clay operates a part-time business called Custom Landscape Designs.

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$25 per person for each individual session
\$50 per person or \$75 per couple for complete series

Instructor: Henry Clay

SESSION ONE • PRUNING SHRUBS AND TREES – TOOLS AND TECHNIQUES

Shrubs, trees, and ground cover all need to be pruned correctly, so get your tips and techniques in this session.

Date: Tuesday, 2/23/2010

Time: 6:30 PM to 8:00 PM

SESSION TWO • PLANTING TREES AND SHRUBS

Give your new plants a good start: learn how to fertilize trees, lawns, and shrubs.

Date: Tuesday, 3/2/2010

Time: 6:30 PM to 8:00 PM

SESSION THREE • INSECTS AFFECTING ORNAMENTAL PLANTS

Find out how to control insects and diseases that may be affecting your ornamental plants.

Date: Tuesday, 3/9/2010

Time: 6:30 PM to 8:00 PM

SESSION FOUR • LANDSCAPE DESIGN

Walk your way through the basic steps and principles of landscaping your home.

Date: Tuesday, 3/16/2010

Time: 6:30 PM to 8:00 PM

SESSION FIVE • CONTAINER GARDENING

The last session will cover the basic concepts of container gardening such as: limited space, patio, balconies and entry ways. Suggestions for container gardening will be discussed. This session will meet in the lobby at the Nessmith-Lane Building and drive to a location close to campus.

Date: Saturday, 3/27/2010

Time: 10:00 AM to 12:00 noon

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Rhonda Flathman at 912.478.5556 or rflathman@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/horticulture.html>

ART CLASSES

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$59 per person

Instructors: Sarah Davis and Jennifer Galusha. Both instructors have bachelors degrees in art and are in the Master of Fine Arts program at Georgia Southern University.

PRINTMAKING

10DACCE3085A

Learn a basic printmaking technique using linoleum. Participants will create designs using linoleum cutting tools. Once the design is cut, students will roll on different layers of ink and transfer the designs onto paper. After class, each person keeps his or her linoleum "base".

Dates: Saturdays, 4/10/2010 and 4/17/2010

Time: 10:00 AM to 12:30 PM

PAPER MAKING

10DACCE3084A

Participants learn the methods of combining recycled and new papers - newsprint, tissue, colored, etc. - to create a unique new product. Students also add natural materials to their self-styled paper.

Dates: Saturdays 4/10/2010 and 4/17/2010

Time: 2:00 PM to 4:30 PM

BATIK

10DACCE3083A

Students will learn how to create Batik, which is a wax-resist dyeing technique, traditionally practiced in Indonesia.

Dates: Saturdays, 4/24/2010 and 5/1/2010

Time: 10:00 AM to 12:00 PM

For more information, please contact Sybil Fickle at 912.478.5557 or sfickle@georgiasouthern.edu or Rhonda Flathman at 912.478.5556 or rflathman@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/artclasses.html>

ATLANTA BALLET DANCE INTENSIVE — FOR INTERMEDIATE STUDENTS —

Presented by the Atlanta Ballet Centre for Dance Education

10AACCE1332A

Chosen by audition, students ages 11 years and up will have the opportunity to participate in an intensive program featuring a challenging, comprehensive curriculum that emphasizes strong technique, artistry, and performance. Led by Atlanta Ballet Centre's artistic director and dean, this summer program offers outstanding faculty and master guest teachers dedicated to helping each student maximize his or her potential.

Dates: Sunday to Friday, 7/11/2010 to 7/21/2010

For the audition schedule visit the Atlanta Ballet website at www.atlantaballet.com

Questions about the program contact: Jen Apgar, japgar@atlantaballet.com or 404.873.5811, ext 212



BE PREPARED!**THE DO'S AND DON'TS OF EMPLOYEE DISCIPLINE AND DOCUMENTATION FOR CHILD CARE DIRECTORS****10CACCE2926A**

Designed for current and future child care directors, this training will explore topics such as understanding and working with others, conflict management and resolution, coaching and mentoring for improved performance, and performance appraisal techniques. Get tips on conveying verbal messages, improving listening skills, and how to give feedback, as well as given tools for negotiation, problem solving, and documentation of disciplinary actions.

Date: Friday, 1/29/2010**Time:** 1:30 PM to 3:30 PM**Location:** Nessmith-Lane Building, Statesboro, GA**Cost:** \$39 per person**Instructor:** Stephanie R. Sipe

For more information, please contact Janice Reynolds at 912.478.1755 or janreyn@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/framework.html>

SOUTHERN CONFERENCE ON CHILDREN**10CAHS1208A**

This one-day conference provides valuable information on current child-related topics. Leaders in family and child studies, early childhood education, and professionals in related fields will identify and discuss trends and techniques for working with young children. Included are special sessions designed for center directors. Certificates of attendance will be awarded for 5.0 hours of participation. *Bright from the Start* recognizes this conference for updating staff training requirements.

Date: Saturday, 1/30/2010**Time:** 9:00 AM to 4:00 PM**Location:** Nessmith-Lane Building, Statesboro, GA**Cost:** \$50 per person**Keynote Speakers:** Julie Austin and Ronda Rich

For more information, please contact Janice Reynolds at 912.478.1755 or janreyn@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/scoc.html>

**STUDENT SUCCESS IN FIRST-YEAR COMPOSITION CONFERENCE****10CALWL1409A**

Designed to promote the success of students in their post-secondary English Composition courses, this conference seeks to establish and maintain an ongoing dialogue among college and high school composition teachers. Committed to offering practical, strategy-oriented teaching workshops, as well as theoretical presentations of composition topics that focus on the link between high school and college, we invite writing teachers from four- and two-year colleges, technical schools, and high schools, as well as graduate students.

Date: Friday, 2/5/2010**Time:** 9:00 AM to 4:30 PM**Location:** Nessmith-Lane Building, Statesboro, GA**Cost:** \$70 per person, \$85 late fee (includes luncheon)**Registration Closes:** 5 PM, Wednesday, 2/3/2010

For more information, please contact J. Marie Lutz, 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/SSFYC.html>

21ST ANNUAL NATIONAL YOUTH-AT-RISK CONFERENCE**10CAAED1133A**

National Youth-at-Risk trains adults who serve youth to create safe, healthy, caring, and intellectually empowering educational environments that foster the well-being of all children and adolescents. To accomplish this mission, it offers more than 100 presentations by nationally and internationally recognized presenters. In these presentations, participants learn about current research-based educational programs and strategies, which empower young people to overcome at-risk conditions that may threaten their safety, health, emotional needs, or academic achievement.

Dates: Sunday to Wednesday, 2/28/2010 to 3/3/2010**Time:** Sunday, 6:00 PM to Wednesday, 12:30 PM**Location:** Hyatt Regency, Savannah, GA

Cost: \$280 per person; \$260 per person for school personnel in the 1st District RESA

PRE-CONFERENCE WORKSHOPS**Date:** Sunday, 2/28/2010**Time:** Sunday, 2:30 to 5:30 PM**Location:** Hyatt Regency, Savannah, GA**Cost:** \$50 per person, \$60 per person beginning February 28, 2010**GIVING A FISH A BATH: THE UNTOLD STORY OF THE ADOLESCENT BRAIN**

Recent discoveries in neuroscience offer exciting insights into how the brains of our teens really work and the special "brain-based" challenges facing adolescents as they mature. This workshop reveals why teens are especially vulnerable to drug use, high-risk peer influences, depression and suicide as well as the proactive measures adults can take to minimize a teen's exposure to these dangers.

Speaker: Frank Kros, President, The Upside Down Organization, Baltimore, MD

LEADING THROUGH CHANGE: ONE STEP AT A TIME

Leaders of tomorrow must have innovative leadership qualities in order to engage 21st century students. Leaders are always in constant pursuit of information to assist them in being the most productive leaders they can be. Join Joseph Washington as he offers six powerful steps that will propel you forward as you lead your colleagues through change.

Speaker: Joseph Washington, President and CEO, The Joseph Washington Group, Stone Mountain, GA

WHY CULTURE COUNTS: TEACHING CHILDREN OF POVERTY

After more than 50 years since landmark Supreme Court cases promised students equality in education, why are we still struggling with this issue? Why do we have so much disparity in funding nationwide between high poverty schools and schools in which the poverty rate is low? Why do we have so many children from poverty and cultures outside the dominant culture who are placed in special education? And - what can we do about it? Prepare to be surprised by some of the answers!

Speaker: Donna Walker Tileston, Founder and President, Strategic Teaching and Learning, Dallas, TX

For more information, please contact Janice Reynolds at 912.478.1755 or janreyn@georgiasouthern.edu or visit www.nationalyouthatrisk.html



CAREER DEVELOPMENT SERIES

Whether you've just graduated from high school or college or are re-entering the job market, the first step is to prepare a professional resume - and the next step is to ace the interview.

Learn how to craft the two or three pages of your résumé to meet the job description, summarize your work history and improve your chance for an interview. To give yourself the best possible start on your career search, bring written notes about your work experience, since you'll be writing your draft resume in class.

The clock starts ticking as the interview starts - experts say you have half a minute to give a good first impression to your potential boss. What will you wear? How will you plan ahead for tough questions? Sign up for our results-focused seminar, and learn these interview skills and much more.

Location: Coastal Georgia Center, Savannah, GA

Cost: \$69 each session

Special Discount: Save \$20! Register for morning and afternoon same-day workshops at our discount rate of \$118.

CAREER DEVELOPMENT I: MAKING YOUR RESUME WORK FOR YOU

This two-hour, hands-on workshop guides participants through the process of assembling work experience, education, and volunteer involvement into a honed, results-oriented resume. Topics will include which experiences to highlight and why; how to address gaps in employment; when and how to include references; and much more.

From the cover letter to the all-important references, the instructor will teach you how to put your best foot forward - on paper.

Dates: Saturdays, 2/20/2010, 3/27/2010, 4/24/2010 or 5/22/2010

Time: 9:30 AM to 11:30 AM

CAREER DEVELOPMENT II: ACING THE INTERVIEW

This two-hour interactive workshop provides an overview of all the essential elements of the successful job interview. The workshop includes such topics as dressing for the job you want; appropriate body language and speech; how to differentiate yourself from the competition; and how to leave a good impression.

Dates: Saturdays, 2/20/2010, 3/27/2010, 4/24/2010 or 5/22/2010

Time: 1:00 PM to 3:00 PM

For more information, please contact J. Marie Lutz at 912.478.1763 or seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/career.html>

LEGAL AWARENESS IN THE WORKPLACE (LAW) SEMINARS

Individuals with (Senior) Professional in Human Resources (PHR/SPHR) certification earn 1.5 recertification credit hours for each seminar.

Learning the ins and outs of employment law while running a business or department is an impossible goal. Georgia Southern University's Continuing Education Center presents a better approach: complete your LAW (Legal Awareness in the Workplace) training "one bite at a time" when you have the time and the need to know a particular topic.

Through the Legal Awareness in the Workplace series, Human Resource professionals, supervisors, and other business leaders can attend one or more 90-minute training seminars on the employment law issue of their choice.



COST: \$59

TIME FOR EACH SEMINAR

6:00 PM TO 7:30 PM

"The use of this seal is not an endorsement by HRCI of the quality of the program. It means that this program has met HRCI's criteria to be pre-approved for recertification credit."

LAW 110: HOSTILE WORK ENVIRONMENT, A CASE REVIEW

Learn what harassment is and what it is not. This seminar will help you develop an understanding of the pro-active and inexpensive steps that your firm can take to minimize or avoid harassment claims: policy implementation, training, and investigation.

Date: Tuesday, 1/26/2010

Location: Coastal Georgia Center, Savannah, GA

Instructor: Shawn Kachmar, Attorney at Law

LAW 117: ADDRESSING EMPLOYEE LEAVE ISSUES

Employee leave issues are the focus of this seminar. In addition to leave requirements under the FMLA, the ADA, and state Workers Compensation laws, did you know that various federal and state laws provide for employee leave or job protections for military service, jury duty, and voting? Is your company in compliance?

Date: Tuesday, 2/9/2010

Location: College of Coastal Georgia, Brunswick, GA

Instructor: Shawn Kachmar, Attorney at Law

LAW 118: ADA ACCOMMODATIONS AND YOUR FIRM

Congress amended the Americans with Disabilities Act to reverse Supreme Court rulings that had weakened its impact in the workplace. Find out what the newly strengthened ADA means to employers. What does "disability" mean? What is the employer's duty to "reasonably accommodate"?

Date: Tuesday, 4/27/2010

Location: Coastal Georgia Center, Savannah, GA

Instructor: Wade W. Herring II, Attorney at Law

LAW 112: NEW HIRE DOCUMENTATION

Learn which documents must be filled in, archived and/or forwarded to the government when a new employee is hired in your firm. From advertisements to interview notes, offer letters to background checks to W-4 and I-9 forms, this seminar will take you through the vital components of hiring.

Date: Tuesday, 5/11/2010

Location: College of Coastal Georgia, Brunswick, GA

Instructor: Sarah Lamar, Attorney at Law

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/lawseminar.html>

BUSINESS ENRICHMENT THROUGH STRATEGIC TRAINING (BEST PRACTICES)

Georgia Southern University's new Business Enrichment through Strategic Training (BEST) seminar series gives business professionals fast, direct training on best practices in core management and workplace skills. Start your morning off right with your choice from our series of quick two-hour seminars with practical, focused training on a single issue.

Time: 8:30 AM to 10:30 AM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$99

BEST PRACTICES 101: MANAGING STRESS IN THE WORKPLACE

10CACCE4010A

Start the new year right by learning solutions to stressful circumstances. Topics include how to effectively reduce stress, choose positive options to react to stress, and develop an attitude to help prevent stressful situations. Learn to identify personal choices and decisions that contribute to stress. Develop tools and techniques for managing stress. Acknowledge that stress is an unavoidable part of life, but when managed properly, it can actually be positive.

Date: Thursday, 1/28/2010

BEST PRACTICES 102: LEADERSHIP AND EFFECTIVE COMMUNICATION

10CACCE4011A

Focus on how to get things done through communication, develop listening techniques to support and strengthen your team, and discover how to create a trusting, honest, and dedicated team environment. Eliminate the five biggest time killers. Inspire others to become better team players. Lead meetings like a PRO! Understand and encourage individual talents. Learn the three most important focus areas for every leader.

Date: Thursday, 2/25/2010

BEST PRACTICES 103: DIVERSITY IN THE WORKPLACE

10CACCE4012A

What is diversity? What is the difference between diversity and EEO/AA? Learn how to work with and understand people who are different from you. Eliminate stereotypes and biases and overcome the barriers to diversity. Learn the ever-changing definition of diversity. Deal with changes in the workplace and better ways to handle them. Discover ways to handle conflict in the workplace, as it pertains to diversity.

Date: Thursday, 3/25/2010

BEST PRACTICES 104: SUPERIOR CUSTOMER SERVICE

10DACCE4013A

Why deliver customer service? Repeat business and happiness for both you and your customer. Service turns new customers into repeat customers. Learn to raise the bar in your personal effectiveness at work. Learn to "walk the talk" of customer service. Make customers return again and again. Grow your customer base and have fun doing it. Be proactive to guarantee business success.

Date: Thursday, 4/22/2010

For more information, please contact J. Marie Lutz at 912.478.1763 or seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/BEST.html>



RURAL HEALTH CARE TRAINING

10CACCE3086A • MORNING SESSION

10CACCE4017A • AFTERNOON SESSION

Mental health professionals in rural areas face the problems of having fewer training opportunities, fewer colleagues with whom to consult, and more diverse demands placed upon them than do their urban counterparts. The concerns with quality, access, and understanding of mental health care in rural areas become clear when considering contemporary research. Many of the behavioral concerns affecting the rural community are amenable to proven prevention and treatment strategies that are best provided by highly training professionals. These two workshops are designed to address the training and community needs of practitioners in rural communities.

Both workshops qualify for biannual continuing education requirements for licensed Georgia psychologists under Area III, Workshops and Institutes. 3.0 CEU hours will be granted for the ethics workshop and 3.0 CEU hours will be granted for the clinical psychopharmacology workshop.

Date: Wednesday, 2/17/2010

Time: 8:00 AM to 12:15 PM – Psychopharmacology in 2010

Time: 1:30 PM to 4:45 PM – Mental Health Care and Ethical Dilemmas in Rural Communities

Location: Nessmith-Lane Building, Statesboro, GA

Cost: \$129 both workshops, \$70 one workshop

Instructors: Perry W. Buffington and Jackson Rainer

For more information, contact Judy Hendrix-Poole at 912.478.5993 or visit <http://ceps.georgiasouthern.edu/conted/ruralhealth.html>

FUNDAMENTALS OF ENGINEERING EXAM REVIEW

10CAAST1061A

Review the fundamentals of engineering, covering primarily the areas of engineering sciences including mathematics, engineering mechanics, material science, engineering economy, electrical circuits, thermodynamics and computers. The goal of the course is to provide a refresher to the course participants. The course structure and content are based on the premise that participants have had prior exposure to the material as part of their undergraduate degree training in engineering or engineering technology.

Date: Saturdays, 2/20/2010 to 4/3/2010

Time: 9:00 AM to 4:00 PM

Location: Allen E. Paulson, College of Science and Technology, Statesboro, GA

Cost: \$599; Georgia Southern University Student Fee \$299
Registration Deadline February 12, 2010

Instructors: Youakim Al-Kalaani, Nirmal Das, Anoop Arun Desai, Aniruddha Mitra, Gustavo Molina, Mosfequr Rahman

For more information, contact Judy Hendrix-Poole at 912.478.5993 or visit <http://ceps.georgiasouthern.edu/conted/examreview.html>

LEADERSHIP SKILLS FOR THE FRONT-LINE MANAGER

10CAABA1020A

A proven favorite used by more than 50 firms since 2000, Leadership Skills for the Front-Line Manager gives you or your employee 32 hours of managerial training across an eight-week period. Faculty include professors from Georgia Southern University's management, marketing and law fields.

Dates: Wednesdays, 2/17/2010 to 4/14/2010 (Note: no class on March 17)

Time: 8:30 AM to 12:30 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$600 individual; \$550 corporate rate for four or more from same firm; \$625 late registration fee after 5:00 PM, Friday, 2/5/2010

NOTE: Registration closes Thursday, 2/11/2010

Instructors: Faculty are professors from the University's management, marketing and law programs.

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu, visit <http://ceps.georgiasouthern.edu/conted/supervisor.html>

Making the Transition to Supervision

What does it take to be a good supervisor? Review your transition into supervising, the new set of challenges you face, and the supervisory and time management skills you need to get the job done.

Developing People: Coaching, Counseling & Training

Why do employees need coaches and mentors? How can you assess your own coaching skills? Review which abilities are essential for you to do effective performance counseling.

The Law on Employee Management

One of the most difficult jobs a supervisor or manager faces is managing employees. Not only does this require good management practices, it also requires an understanding of the ways in which the law dictates what we can and cannot do, and what we must do, with our employees. After attending this session, participants should be better prepared to spot potential legal issues and deal with them before they turn into lawsuits.

Improving Morale & Motivation

What motivates your employees? What individual and situational factors affect their commitment to getting the job done? Learn which mistakes to avoid and ways to motivate your team.

Improving Communication Skills

Learn the key issues in interpersonal communication. Developing listening skills and overcoming barriers to interpersonal communications are valuable skills for every leader.

Handling Conflict and Criticism

Examine the sources of conflict in various organization and management styles. Key topics are methods of responding to complaints and criticism, and techniques for working with difficult people.

Practical Problem Solving and Decision Making

Learn the problem solving process and how to identify problems and their true causes in the work environment. Also covers problem-solving tools, how to make decisions under pressure, and how to improve your decisions.

Leadership Styles

Review effective leadership behaviors and practices. What is the difference between leaders and managers? What are the characteristics of effective leaders?

CERTIFICATE IN PROFESSIONAL HUMAN RESOURCE MANAGEMENT

10CAABA1006A

IN PARTNERSHIP WITH



SOCIETY FOR HUMAN
RESOURCE MANAGEMENT

Offered in cooperation with the Society for Human Resource Management (SHRM), this SHRM Learning System course will help HR professionals prepare to take the (Senior) Professional in Human Resources (PHR/SPHR) certification exam.

Our experienced instructors draw on their own experience as HR practitioners to help you develop a more in-depth understanding of topics you may never have encountered in the workplace. You also benefit from interaction with peers, a structured classroom environment and study-oriented syllabus, and more.

Participants attend a mandatory one-hour orientation on Monday, January 25, 6:00 PM to 7:00 PM, at the Coastal Georgia Center. Course materials will be distributed only at orientation.

Dates: 12 Mondays, 2/1/2010 to 4/26/2010 (Note: no class on March 15)

Time: 6:00 PM - 9:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$955 per person; \$905 for SHRM members

Late rate: \$985 after 5 pm, Wednesday, 1/20/2010

Registration closes at noon, Monday, 1/25/2010

For more information, please contact J. Marie Lutz, SPHR at 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/HRcertificate.html>



SEE WHAT OUR SATISFIED CUSTOMERS OF LEADERSHIP SKILLS FOR THE FRONT-LINE MANAGER HAVE TO SAY!

"The class prepared me to be a better leader through lessons in motivation, communication and personal accountability. Thank you for giving me the opportunity to participate in the leadership training. The training couldn't have come at a better time for me personally."

Beth Lowther, Senior Accountant, Beaufort Jasper Water and Sewer Authority

"Information was very informative and the instructor kept me interested."

Jeremy Kesner, Supervisor, SNF Chemtall

"Very informative and well-presented. Information will help me with the problems I face in the job. Thank you."

Stephen Murdock, Supervisor, Beaufort-Jasper Water & Sewer Authority

"It allowed me to see how important the entire training process is and the level of detail involved."

Linda Tillery, Supervisor, Beaufort-Jasper Water & Sewer Authority

CERTIFIED FIBER OPTICS TRAINING AND EXAM

Presented in partnership with BDI DataLynk (FOA Approved School # 208), Georgia Southern University's Fiber Optics training helps you gain practical working knowledge of fiber optics skills, with 75% of class time devoted to hands-on work. Each class is an exam-prep course for Fiber Optics Association (FOA) certification at one of three levels. The fee includes The Fiber Optic Technician's Manual, 3rd Edition, on which the FOA exams are based. Take the certification exam at the end of the class, and learn immediately whether you passed. Lunch is not included. All Course Fees include: Study materials, CD, and textbook.

CERTIFIED FIBER OPTICS TECHNICIAN COURSE (CFOT)**10CACCE2474A • STARTS FEBRUARY 8****10DACCE2474A • STARTS MAY 10**

This introductory three-day fiber optic tech course is designed for anyone interested in becoming a Certified Fiber Optic Technician. Our Fiber Optic Training combines theory and 75% hands-on activities to prepare you to take the CFOT exam sanctioned by the FOA (Fiber Optics Association) and given and graded on the final class day.

Dates: Monday to Wednesday,
2/8/2010 to 2/10/2010 and 5/10/2010 to 5/12/2010

Time: 8:00 AM to 5:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$700

Instructor: Peter McCormbe, CFOT, CFOS/I

CERTIFIED FIBER OPTICS SPECIALIST IN TESTING & MAINTENANCE (CFOS/T)**10CACCE2475A • STARTS FEBRUARY 11****10DACCE2475A • STARTS MAY 13**

This two-day (16-hour) program is designed to offer specialist fiber optics training to anyone involved with the testing and maintenance of fiber optics networks. Our advanced fiber optics training is strictly a practical course, but includes more background information than is typical in basic courses to allow you to understand what you are testing and how to troubleshoot problems in long-haul and short-haul fiber optics networks. The CFOS/T is given and graded at the end of class.

Dates: Thursday to Friday,
2/11/2010 to 2/12/2010 and 5/13/2010 to 5/14/2010

Time: 8:00 AM to 5:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$675

Instructor: Peter McCormbe, CFOT, CFOS/I

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/fiberoptics.html>

CERTIFIED FIBER OPTICS SPECIALIST / SPLICING (CFOS/S)**10CACCE2836A • STARTS FEBRUARY 13****10DACCE2836A • STARTS MAY 15**

Want to be certified as proficient in installing and making mechanical and fusion splices according to industry standards? Open to anyone, this 2-day, 75% hands-on program will teach you the importance of high performance splicing and the points necessary to achieve these splices. Classroom activities include training in both fusion and mechanical splicing of both single and multi mode fiber optic cables. The CFOS/S is given and graded at the end of class.

Dates: Saturday to Sunday,
2/13/2010 to 2/14/2010 and 5/15/2010 to 5/16/2010

Time: 8:00 AM to 5:00 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$675

Instructor: Peter McCormbe, CFOT, CFOS/I

**CREATE YOUR FIRM'S WRITTEN AFFIRMATIVE ACTION PLAN****10CACCE4024A**

Georgia Southern University recruited a former OFCCP compliance officer (with 15 years experience) to teach this seminar in Affirmative Action Plan preparation. Covered topics include creating an AAP, including the Workforce Analysis, Job Group Analysis, Utilization Analysis, and goal setting. Developing narratives, Good Faith Efforts, personnel activities and adverse impact as well as supporting documentation will also be covered. Learn what your firm needs to do to be compliant. Topics include: Work Force Analysis, Job Group Analysis, Eight Factor Availability Analysis, and Utilization Analysis; All required AAP narrative sections; Applicant Flow, Hires, Promotions, and Terminations including AI analysis; Veterans and Disabled AAP's including the changes in the invitation to self identify; Definition of an applicant.

Date: Tuesday, 3/30/2010

Time: 8:30 AM to 12:30 PM

Location: Coastal Georgia Center, Savannah, GA

Cost: \$200

Registration closes at noon, Friday, 2/26/ 2010

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/AAplan.html>

ONLINE 24/7

COLLEGE ACCESS FOR ALL STUDENTS: COLLEGE AND CAREER ADVISEMENT STRATEGIES FOR SCHOOL COUNSELORS AND HIGHER EDUCATION ENROLLMENT PROFESSIONALS

These modules provide high quality, online professional learning for certified middle grades and high school counselors to improve their effectiveness in preparing all students for college and careers. Postsecondary enrollment professionals will improve their effectiveness in helping students to enroll in college and apply for financial aid. Please note: Module I is a pre-requisite for other Modules and must be completed by all participants. During 2010, modules will be offered concurrently online.

Cost: \$100 per module/per person

Instructors: Lauri Benton, Diane Cooper, Teddi Cunningham, Harrison Davis, LaVerne Ware

MODULE I: COLLEGE ACCESS FOR ALL STUDENTS: BUILDING A COLLEGE-GOING CULTURE FOR ALL STUDENTS

10CACCE3059A • 1/25/10 - 2/21/2010

10CACCE3059B • 3/1/10 - 3/28/2010

10DACCE3059A • 4/5/10 - 5/2/2010

10DACCE3059B • 6/1/10 - 6/28/2010

Week One: Role of the Counselor in Promoting Career and Academic Planning

Week Two: Creating a College-Going Mission

Week Three: Understanding and Working with Diverse Populations

Week Four: Communicating a College-Going Mission

MODULE II: COLLEGE ACCESS FOR ALL STUDENTS: COLLEGE, CAREER, AND ACADEMIC PLANNING

10CACCE3060A • 1/25/10 - 2/21/2010

10CACCE3060B • 3/1/10 - 3/28/2010

10DACCE3060A • 4/5/10 - 5/2/2010

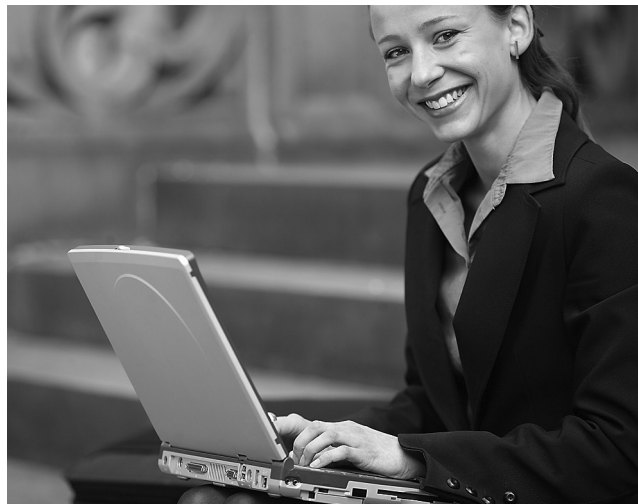
10DACCE3060B • 6/1/10 - 6/28/2010

Week One: Engaging Students in Early Career Awareness and Planning

Week Two: Using Data to Guide Academic Planning

Week Three: Academic Planning: Part II

Week Four: College/Post-Secondary Choice



MODULE III: COLLEGE ACCESS FOR ALL STUDENTS: FINANCIAL AID AND COLLEGE APPLICATIONS

10CACCE3061A • 1/25/10 - 2/21/2010

10CACCE3061B • 3/1/10 - 3/28/2010

10DACCE3061A • 4/5/10 - 5/2/2010

10DACCE3061B • 6/1/10 - 6/28/2010

Week One: Guiding Parents and Students through the Complexities of Financial Aid

Week Two: Assisting with the Financial Aid Process

Week Three: Preparing for College Admission Tests

Week Four: College Admissions: Application Process

For more information, contact Judy Hendrix-Poole at 912.478.5993 or visit <http://ceps.georgiasouthern.edu/conted/collegeaccess.html>

Call 912.478.5551 to register for any program

All online courses require internet and e-mail access. Some courses have additional requirements.





ON-SITE SEWAGE TRAINING MODULES

Dates: Participants have one full month from the date of payment to access the course repeatedly online. Participants take the 20-question final exam as often as they wish.

Cost: \$75 per person

Instructor: Kari Fitzmorris, Sc.D., Program Director and Assistant Professor of Environmental Health, Jiann-Ping Hsu College of Public Health, Georgia Southern University

Are you a septic tank contractor? A member of Georgia's Environmental Health field staff? State law requires environmental staff and septic tank contractors to be certified by examination and to receive basic training and continuing education. Now Georgia's Department of Human Resources, Division of Public Health, Environmental Health Section has authorized Georgia Southern University to provide On-Site Sewage (OSS) training as on-line courses to meet your re-certification needs.

OSS 1010: SAFETY AND ON-SITE SEWAGE MANAGEMENT

Gain an understanding of the various safety issues that must be addressed when installing and inspecting on-site sewage systems. Important topics include sewer gases and potential dangers associated with biological and chemical exposures. Physical concerns such as protective systems for trenching are also covered, along with issues related to general ergonomics.

Time: 60 minutes = 1 CEU Credit

OSS 1200: WASTEWATER CHARACTERISTICS

Learn about the biological, chemical and physical characteristics of wastewater. Issues in wastewater quality include pH, temperature, Biological Oxygen Demand, Chemical Oxygen Demand, Total Suspended Solids and flow rates. You will find out how each of these parameters affects the treatability of wastewater.

Time: 120 minutes = 2 CEU Credits

OSS 1210: PATHOGENS OF CONCERN IN ON-SITE SEWAGE

Learn about the pathogens associated with sewage and how they may carry infectious diseases. Find out about disinfection requirements and the uncertainty associated with treatment. The main microbiological classes of importance include helminths, protozoa, bacteria, and viruses.

Time: 120 minutes = 2 CEU Credits.

For more information, please contact J. Marie Lutz at 912.478.1763 or seminars@georgiasouthern.edu or visit <http://ceps.georgiasouthern.edu/conted/sewagetraining.html>

FREQUENTLY ASKED QUESTIONS

DO I HAVE TO BELONG TO A SPECIFIC PROFESSION?

No. Although the training is intended for septic tank contractors/installers and for environmental health division personnel working for the state of Georgia, it may be useful for personnel in general contracting, safety or other fields. All are welcome.

ARE CONTINUING EDUCATION HOURS AVAILABLE FOR PEOPLE WHO COMPLETE AN OSS CLASS?

Professional Development/CEU certificates will be provided to each participant who completes the end-of-course quiz with 100%. These certificates are designed specifically for personnel needing recertification hours as septic tank contractors. If you work in another profession, please contact seminars@georgiasouthern.edu for information about your CEUs.

IF I DON'T EARN 100% THE FIRST TIME I TAKE THE END-OF-COURSE QUIZ, MAY I RE-TAKE IT?

Yes. You may re-study the material and re-take the quiz as many times as you want during the 30 days that you are registered.

REAL ESTATE TRAINING ONLINE

GEORGIA PRE-LICENSE SALESPERSON REAL ESTATE FUNDAMENTALS

Georgia Salesperson Real Estate Fundamentals is a 75-hour course required by the Georgia Real Estate Commission for anyone who wishes to become a licensed real estate salesperson in Georgia. The course provides a comprehensive overview of the fundamentals of real estate.

Cost: \$299 per person

GEORGIA POST LICENSE LEGAL FUNDAMENTALS

Georgia Legal Fundamentals is a 25-hour course required by the Georgia Real Estate Commission for real estate licensees needing to fulfill the salesperson post license educational requirements in Georgia. The course provides a comprehensive overview of the legal fundamentals of real estate.

Cost: \$139 per person

24-HOUR CONTINUING EDUCATION PACKAGE

Enrollment for this series includes classes on fair housing, environmental hazards, using the internet to serve clients, contracts, purchases and sales agreements, assisting corporate transferees, and skills for professional success.

Cost: \$139 per person

Access these classes through the Real Estate Training link at: <http://ceps.georgiasouthern.edu/conted/ceprofdevlmenu.html>



24/7 ONLINE COURSES

TEACHERS! EARN TWO PLU CREDITS PER COURSE • COURSES START MONTHLY • EACH COURSE IS SIX WEEKS IN LENGTH, WITH TWO LESSONS ISSUED PER WEEK • ONE TWO-WEEK EXTENSION MAY BE GRANTED

CURRENT PLU-APPROVED COURSES FOR TEACHERS

COMPUTER SKILLS

- Dreamweaver (8 or MX 2004)
- Microsoft Access 2003 (Intro or Intermediate) or 2007
- Microsoft Excel 2003 (Intro, Intermediate or Advanced) or 2007
- Microsoft FrontPage 2003 or Outlook 2003 or 2007
- Microsoft PowerPoint (2003 or 2007)
- Microsoft Word (2003 or 2007) (Intro, Intermediate or Advanced)
- Photoshop (CS2 or CS3)

TECHNOLOGY COMPETENCY FOR YOU OR YOUR STUDENTS

- The Classroom Computer
- Creating Web Pages I & II
- Designing Effective Web sites
- Guiding Kids on the Internet
- Integrating Technology in the Classroom
- Microsoft Excel in the Classroom (2003 or 2007)
- Microsoft PowerPoint 2003 or 2007 in the Classroom
- Microsoft Word in the Classroom (2003 or 2007)
- Photoshop CS2 or CS3 for the Digital Photographer
- Photoshop Elements for the Digital Photographer (5.0, 6.0 or 7.0)

IMPROVING YOUR EFFECTIVENESS (NOT SUBJECT SPECIFIC)

- A to Z Grant Writing
- Creating K-12 Learning Materials
- The Creative Classroom
- Differentiated Instruction in the Classroom
- Get Assertive!
- Leadership
- Solving Classroom Discipline Problems I & II
- Survival Kit for New Teachers
- Teaching Students with Autism: Strategies for Success
- Understanding Adolescents
- Working Successfully With Learning Disabled Students
- Writing for Children

ENHANCING YOUR CORE CLASSES

- An Introduction to Teaching ESL/EFL
- Enhancing Language Development in Childhood
- Guided Reading and Writing (two classes)
- Ready, Set, Read!
- Singapore Math Strategies: Model Drawing for Grades 4-6
- Speed Spanish I, II, & III
- Teaching Math: Grades 4-6
- Teaching Science: Grades 4-6
- Teaching Writing: Grades 4-6
- Writing for ESL

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu.
For a full listing of courses, visit www.ed2go.com/gsu

PROFESSIONAL LEARNING UNITS (PLU'S)

Each Teacher Education Online Course qualifies for (2) Professional Learning Unit (PLU) credits. A form must be submitted to your Georgia public school system employer. PLU credit is used by employees of Georgia public school systems who currently hold certificates in an approved field (certified teachers, school counselors, administrators, etc.) as credit toward RENEWING their existing certificates. In order to earn PLUs from Georgia, you must complete and submit a Prior Approval Form before registering for any Teacher Education online course. Find the Prior Approval Form at <http://ceps.georgiasouthern.edu/conted/cepluapproval.pdf>.

You must pass the final exam with a score of 70% or better to earn your PLU credit.

1. Visit our Online Instruction Center: www.ed2go.com/gsu

2. Click the Course link. Once you choose the department and course title you are interested in, select the Enroll Now button. Follow the instructions. Here you will choose a user name and password that will grant you access to the Classroom.

3. When your course starts, return to the Online Instruction Center and click the Classroom link. To begin your studies, simply log in with the username and password you selected during enrollment.

FOR THE GENERAL PUBLIC: EDUCATION TO GO CAREER AND PERSONAL DEVELOPMENT

Take ed2go courses anywhere and when it's most convenient for you. We offer hundreds of engaging online courses for adults.

All 6-week courses have specific start dates and provide two lessons per week (one every Wednesday and one every Friday).

Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. Each course comes equipped with a patient and caring instructor, lively discussions with your fellow students, and plenty of practical information that you can put to immediate use.

WE OFFER COURSE AREAS IN:

Accounting • Business • Certification Prep • Child Care and Parenting
Computer Applications • Database Management and Programming
Digital Photography and Video • Grant Writing and Nonprofit
Management • Health care • Hospitality • Languages • Leisure and
Life Enrichment • Management • Start Your Own Business • Test Prep •
Web Design and Graphics • Writing and Publishing

TEACH FOR US!

The Continuing Education Center at Georgia Southern University is actively recruiting instructional proposals which feature innovative ideas for classes, workshops, trainings, lectures, and other educational experiences for professional development (corporations and businesses), personal development, and leisure.

Faculty, staff and the general public are encouraged to respond to this Call for Proposals.

Please visit <http://ceps.georgiasouthern.edu/conted/teachCE.html> to read our proposal guidelines and access the online proposal submission form. The web site also features several program ideas that need qualified instructors as soon as possible. We look forward to hearing from you.

GATLIN EDUCATIONAL SERVICES ONLINE CERTIFICATE PROGRAMS

LEARN ANYWHERE...ANYTIME...
LEARNING OPPORTUNITIES AVAILABLE
24-HOURS A DAY, 7-DAYS A WEEK

Georgia Southern University, in partnership with Gatlin Educational Services (GES), offers online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.



Our programs are created by a team of professionals from each respective field; each team works to provide the most effective web-based learning experience available today. Instructors/mentors are actively involved in your online learning experience. They respond to any questions or concerns, as well as encourage and motivate you to succeed.

Each program includes a set of lessons and evaluations; grades are a combination of the instructor/mentor's evaluation of student work and computer-graded tests. We know you'll appreciate the quality as well as the convenience of anytime, anywhere learning!

COURSE AREAS:

Healthcare and Fitness • Business and Professional • IT and Software Development • Media and Design • Management and Corporate Skilled Trades and Industrial • Hospitality and Gaming

OPEN ENROLLMENT

GES courses are all self-paced. The instructors respond to the student, not the other way around. Each course has a set of lessons and exams.

HOW OUR ONLINE EDUCATION COURSES WORK:

1. Begin when you are ready.
2. Open Enrollment.
3. You are assigned an instructor for one-on-one assistance.
4. Your work is evaluated and a grade of 70% or better is required for a certificate.
5. You should complete the course within 90 days but you may request an additional 90-day extension.
6. You will receive a certificate from Georgia Southern University upon successful completion.

For more information, please contact Judy Hendrix-Poole at 912.478.5993 or jhendrix@georgiasouthern.edu. A full listing of courses, descriptions, requirements, fees, demos and ratings are available at Gatlin Online Career Training Courses at <http://ceps.georgiasouthern.edu/conted/gatlin.html>



TRAINING + YOU = SUCCESS!

Looking for affordable, self-paced, online or on-site certificate programs that can train you for the latest, in-demand job skills? Georgia Southern University's Continuing Education Center, in partnership with **Protrain**, is your solution! Online training offers flexible anytime, anywhere learning while on-site training offers cost savings and convenience.

Take a look at what we have to offer and start training today! We offer Network Security, CISSP, Help Desk, Call Center, Medical Training, Certified Business Manager for IT Professionals, Certified Public Manager, Oracle, MCSE, .Net, Networking, Project Management, Web Design, Business Process Mapping and many more.

We are dedicated to providing you the very best from which to choose. We select our courses with one thing in mind: Will this course aid in making a positive difference in your life in some way?

Program Features:

- Effective, convenient, affordable, high quality training
- Most online courses have 12-month online access
- Cost effective on-site delivery that eliminates travel expenses
- Mentors available live online 24-7 to provide support
- Hands-on exercises contained within courses
- Tests and quizzes within most courses

For more information, please contact Betty Gardner at 919.625.1314 or bgardner@protrainedu.org or visit <http://www.theknowledgebase.org/gsu> for full details on how Georgia Southern University can help with attaining increased productivity and a greater ROI.

SHRM ESSENTIALS OF HUMAN RESOURCE MANAGEMENT

IN PARTNERSHIP WITH



SOCIETY FOR HUMAN
RESOURCE MANAGEMENT

Using training materials developed with the Society for Human Resource Management (SHRM), Georgia Southern University's instructor introduces human resource concepts in a practical setting to business professionals and staff. Human resource personnel and others who need basic skills and knowledge in HR will gain valuable knowledge from this program.

Georgia Southern University runs the course as an intensive two-day corporate training seminar. This program is ideal for bringing together your entire HR unit to engage and learn in an interactive group setting.

We will work with you to schedule dates and times when our experienced HR instructor will teach your employee group of 10 or more, either on-site at your facility or in another training facility convenient to your personnel.

For more information, please contact J. Marie Lutz, SPHR, 912.478.1763, seminars@georgiasouthern.edu, visit <http://ceps.georgiasouthern.edu/conted/HRessentials.html>

Registration.

CONTINUING EDUCATION CENTER

OFFICE HOURS

Monday – Friday
8 am – 5 pm

BY PHONE

Call 912.478.5551 and use a credit card.

BY MAIL

Complete this form and send to address on the bottom of the page.

BY FAX

Complete form, copy as needed and send with your credit card number to 912.478.0847.

IN PERSON

Come to the Registration area in the Nessmith-Lane Continuing Education Building.

FOR DIRECTIONS AND MAPS

Please access information online
<http://ceps.georgiasouthern.edu/nessmith-lanedirections.html>

PAYMENT

We accept MasterCard, VISA, checks, money orders or cash (in person only).

Make checks payable to:

Georgia Southern University

SPECIAL ACCOMMODATIONS

For special assistance, please request accommodation needs at least 14 working days in advance of the program.

REFUND POLICY

If you cannot attend, substitutions are encouraged. Be sure to notify the registration desk of any substitutions at 912.478.5551.

A processing fee is charged for all withdrawals. Each program has its own policy regarding the amount of the processing fee and deadlines for requesting a refund. Please refer to the Continuing Education Center web site for more information:

<http://ceps.georgiasouthern.edu/conted>

Refunds due to withdrawals will be processed in two to four weeks. If payment was made by cash or check, you will receive your refund in the form of a check. If payment was made by a credit card, your account will be credited.

No refunds will be given to registrants who fail to withdraw prior to the beginning of a program.



Please **PRINT** and fill out a separate form for each registrant.

Continuing Education COURSE REGISTRATION FORM

Program Name _____

Program Fee (\$) _____

Program Number _____

Name _____

Title _____

Company (if applicable) _____

Street Address ☐ Home ☐ Work

City _____ State _____ Zip Code _____

Daytime Phone _____

Cell Phone _____

Evening Phone _____

FAX Number _____

E-Mail Address _____

(Required for e-mail receipt)

Questions? Call 912.478.5551.

Register online at <http://ceps.georgiasouthern.edu/conted>

PAYMENT METHOD

☐ Personal check ☐ Company check ☐ Cash (in person only)

☐ VISA ☐ Mastercard ☐ personal ☐ corporate

Account Number _____

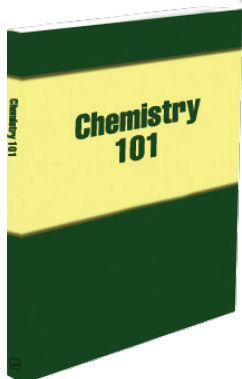
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